

# EARTHWATCH EUROPE GENDER EQUALITY PLAN 2022-2023

## INTRODUCTION

Earthwatch Europe is committed to promoting equality and preventing discrimination in all aspects of our work. We are committed to creating a diverse and inclusive working environment - a place where individuality is embraced and everyone has the opportunity to thrive. Gender equality within our organisation means gender diversity, gender equity (*fair treatment based on respective needs*), equal pay and equal access to opportunities, decision making responsibility and work-life balance.

**The Sector** There appears to be a lack of available data relating to the environmental sector. In the voluntary sector as a whole – comprised of organisations whose primary purpose is to create social impact rather than profit – more than two thirds of employees are female (UK Civil Society Almanac, 2021), with 54% of senior managers being female. Examining 500 of the largest UK charities, the proportion of female trustees was found to be 40%, 7% of trustees were minority ethnic women, and over 1 in 10 charities had an all-male senior leadership team (Charities Inclusive Governance Report, 2022). A 2018 candidate survey report produced by Charity Job found that men were less likely than women to feel that gender would have an impact on their career: 27% men compared to 56% women (Diversity and discrimination in the charity sector, Charity Job, 2018).

As an organisation, we recognise that having a large population of female staff does not equate to gender equality. The overview (*Section 1*) and situation report data (*Section 4*) present the current state of gender equality at Earthwatch Europe.

The Gender Equality Plan sets out our approach to gender equality at Earthwatch Europe, embedding Earthwatch's commitment to gender equality throughout the organisation with clear goals, actions, and monitoring processes to be taken to achieve them.

The Gender Equality Plan (GEP) was developed based on the results of an internal gender audit, discussion with Equality Diversity and Inclusion (EDI) working group members, analysis of staff survey results, and consultation with employees. As this is the second GEP at Earthwatch Europe the plan and actions will continue to be an ongoing point of discussion over the years, as processes become defined and agreed. Future GEPs will be reviewed annually following the processes determined in year 1.

**Wider EDI Commitments** Our plans for gender equality will also be embedded within a range of initiatives and action plans in line with our organisational commitments to EDI and well-being. We have joined the [Diverse Sustainability Initiative](#) and made our commitments public. These will also be publicly communicated on our website as per action 1.5.

## RESPONSIBILITIES AND DEDICATED RESOURCES

The responsibility to promote equality applies to all Earthwatch activities and all members of our staff. Promoting equality is the particular duty of the Earthwatch Europe Executive team as well as our Senior Managers and people managers.

Earthwatch has a **dedicated EDI working group**, that is led by our CEO, with a sub group currently dedicated to focus specifically on gender equality within the organisation. They will have responsibility to ensure agreed actions are taken in line with the gender equality plan and oversee its application and effectiveness.

The Executive team will be responsible for signing-off the GEP and communicating our proposed plans and actions to our Trustees for feedback, contribution and agreement. The EDI group will be responsible for communicating the GEP with the organisation, in a variety of ways, including all staff mission meetings, away days, emails and team communications. The EDI group will also be responsible for providing employees with ways to feedback on the plan ongoing through either anonymous methods such as the staff survey or suggestion box, or through identifiable means such as in person or email. The Executive team will be responsible for ensuring the actions agreed in the plan are being implemented and remain a priority within the organisation and their own departments.

Our action plan (*Section 2*) further outlines the specific responsibilities for achieving agreed milestones.

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## Arrangements for data collection and monitoring

Metrics we could commit to analysing were agreed by members of the EDI group and comprehensive gender-disaggregated statistics were collected. Metrics were identified and agreed using the European Union's GEAR tool (<https://eige.europa.eu/gender-mainstreaming/toolkits/gear>), analysing GEPs from other organisations, and cross-referencing with data currently available at Earthwatch Europe. To further understand how our staff view equality at Earthwatch Europe we undertook a staff survey, the results of which also guide the actions presented in Section 2.

HR and finance teams hold responsibility for accurately gathering and presenting data, on the agreed metrics, annually. Analysis and monitoring of the data, and agreeing any required changes to our GEP, will be the responsibility of the EDI working group.

## Agreed areas of specific gender aggregated analysis are as follows:

- Gender balance within the organisation (departments, at role levels and in those with line management responsibilities);
- Gender pay-gap reporting;
- Gender split of promoted employees at each level;
- Service length;
- Voluntary leavers;
- Parental leave uptake;
- Working hours;
- Learning and development activities.

Other areas of non-gender aggregated measurement will include staff consultation feedback and staff surveys.

## Gender reporting

All data in the GEP is reported using the binary definition of gender as the data management systems at Earthwatch Europe are built to satisfy the requirements of HMRC and payroll services, and UK law currently only recognises male and female genders (Gender Recognition Act, 2004). Earthwatch Europe recognises that this definition is insufficient and addressing data inadequacies is a key goal of this version of the GEP (see section 3).

Earthwatch Europe already collects data confidentially on other gender identities through our Equal Opportunities Questionnaire. As a small organisation, reporting on genders outside the binary is likely to be identifiable to individuals. As such, Earthwatch Europe will seek to understand and implement necessary changes to ensure that we maintain our commitment to be an organisation where individuality is embraced, everyone feels safe, and are treated with respect and fairness, without reporting on individual experiences unless express permission is granted.

## GEP sign off by Senior Management

Our GEP has been reviewed and signed off by our Executive Team

**Due for review: January 2024**

# Section 1. EARTHWATCH EUROPE REPORT OVERVIEW

Overall, the data and feedback detailed in the situation report (*Section 4*) found little evidence of gender inequality at Earthwatch Europe. In general, Earthwatch is doing well across the areas we were able to analyse data and feedback on.

As this was our second situation report, we were limited by a lack of available data in some areas, as well as having comparable data over longer time periods. As such, some of the actions in this Gender Equality Plan are to further improve Earthwatch Europe's data collection and reporting. (*Section 3*) Furthermore, in areas where we identified actions to further improve as an organisation, or build on existing good practices, these have been included in our GEP goals and milestones (*Section 2*).

## Gender balance organisationally and in leadership and decision making

- At all levels of the organisation, women represent a minimum of half of those employed. The gender split of employees with line management responsibility is in line with the general population of the organisation.
- Women occupy the majority of lower/entry-level roles. The proportion of men and women at higher-level roles is closer to 50:50, slightly skewed towards women.
- There is a clear gender imbalance at decision making and leadership level, within our board of trustees, currently 69% male. (*action 4.1*)
- Role level and type isn't the only indication of decision-making influence in the organisation, and ensuring a good gender balance within our working groups is also important. (*action 4.5*)
- We found a gender pay gap larger than the national average at level of assistant/coordinator. We did not find this at other levels of the organisation. This did not show in our quartiles where the 4th quartile showed a larger pay gap than the national average, this is likely due to having a male CEO.
- We are committed to maintaining gender equality in pay. As a small organisation we can regularly check the data and will act promptly to rectify any pay gap or equal pay issue that may be identified.

## Gender-equality in recruitment and career progression

Earthwatch Europe aims to take all reasonable steps to employ, develop and promote people on the basis of their experience, abilities and qualifications without regard to sex, marital or civil partnership status, race, gender reassignment, religion or belief, sexual orientation, pregnancy or maternity leave, age or disability. Earthwatch Europe's recruitment processes and equal opportunities and dignity at work policy details our approach to ensuring these aims are met.

- Staff consultation on Nov '22 shows that many of our employees believe we could be doing better in terms of diversity within our recruitments. We are addressing their concerns by expanding our current efforts to promote equality in recruitment processes (*goal 1*) and investigating ways to expand our data collection and monitoring capabilities (*Section 3*).
- Vacancies (at all levels) in the past 12 months have all been filled with 75% female staff. We do not currently collect gender or other equality data on all our candidates, and so cannot conclude whether this could be an indication of bias towards women, or whether we simply have a higher number of female applications and so the chances of hiring a female into a role is much higher at Earthwatch. (*Section 3*).
- On average, men had a longer service length at Earthwatch Europe than women. Differences in service length and reasons for leaving could contribute to other measures of inequality e.g. pay and career progression however more data is needed to assess these factors over time. (*Section 3*).
- 35% of our current staff are in roles they were promoted into. 68% of those promoted are female. As a small NGO, we recognise our limited capacity to provide employees with promotion opportunities, as part of their career progression. However, the commitment by Earthwatch Europe to take all reasonable steps to employ, develop and promote people on the basis of their experience, abilities and qualifications without regard to sex, appears to be being upheld. (*goal 4*)
- To better understand if there are any biases in career progression opportunities, e.g. length of time in role before advancement, more data is required (*Section 3*).
- 34% of employees, all female, attended paid for training courses. Paid for training opportunities appear to be unevenly distributed across the teams. (*action 4.3*)

# Section 1. EARTHWATCH EUROPE REPORT OVERVIEW

## Training and capacity building around gender equality

- Earthwatch Europe is committed to ensuring all employees have an awareness of potential biases and stereotypes they may have, or others may have, and how these could affect decision making in the organisation across a variety of areas. To achieve this, we have incorporated inherent bias training into staff onboarding and at regular intervals thereafter.
- Our staff consultation revealed limited awareness of gender equality practices within the organisation and processes around it. In response, we plan to raise awareness, make processes and policies more visible and build capacity around gender equality at Earthwatch. **(goal 3)**

## Work-life balance and organisational culture

- Earthwatch Europe have introduced policies that go above and beyond our statutory responsibilities such as compassionate leave, enhanced sick pay, flexible working times and options, job share and homeworking where possible.
- Nearly half of our employees are currently working part-time, flexible hours. These opportunities are open to men and women at all levels.
- Women make up the majority of those who work part-time. Likewise, leave due to the birth or adoption of a child is heavily female biased. The majority of women who take maternity or adoption leave do return to work at Earthwatch afterward.
- Our annual survey results showed that overall, staff feel we are doing well in providing a workplace where our staff feel valued, supported, respected, cared about, treated with fairness, comfortable being themselves at work, and can be honest and open.
- Responses to having a good work-life balance were significantly higher than previous years (88.5% compared to 52.6% in 2021, 62.3% in 2020, 76.9% in 2019, and 66.7% in 2018) **(goal 5)**

## Measures against gender-based violence including sexual harassment

Earthwatch Europe deplores all forms of violence and harassment and seeks to provide a working environment which is free from harassment and intimidation and where people have the confidence to complain of harassment without fear of ridicule or reprisal.

Our policy, approach and procedures are detailed in our employee handbook and relevant policies. All staff are made aware of the policy on equal opportunities and their rights, responsibilities and obligations in complying when joining the organisation and are directed to these policies as required. We aim to keep these up to date and make them as easy to access as possible. **(goal 2)**

## Integration of the gender dimension into research and teaching content

Earthwatch Europe recognises this is an area that is of great importance. To date we only collect data on our own research team (Science, Policy and Innovation). We recognise that a key impact of our work is who we engage as citizen scientists and through our educational (school, community, and corporate employees) programmes, and as part of our wider EDI commitments have committed to review our existing programmes and develop new programmes aimed at giving increased equity and increased diversity.

A key action in this area will be to establish data collection and reporting methods **(action D2.1)**, to inform decision making and future improvements in integration of gender dimension into research and teaching content at Earthwatch Europe.

## Section 2. ACTIONS TO PROMOTE GENDER EQUALITY 2022

Goal	Milestone	Dates	Responsible
1. Identify and remove any barriers to greater equality and inclusion within our recruitment processes	1.1 - Assessment of our current recruitment processes and procedures	Dec 23	External Recruitment Expert and HR Manager
	1.2 - Relevant training sourced and provided to all employees involved in recruitment at Earthwatch Europe, to become integrated into minimum standards training.	Ongoing	EDI Group and HR Manager
	1.3 - Develop an EDI information page on our website to publicly promote and highlight our commitments and actions in this area	Feb 24	EDI Group. HR Manager. Comms Team
	1.4 - Embed ongoing activities actioned last year across the organisation	Dec 23	All
2. Ensure our organisational Policies and Procedures Support Gender Equality and that they are understood and being consistently applied by all at Earthwatch Europe	2.1 - Put in place a process to confirm all employees have read and understood our policies at the end of their probationary period.	Ongoing	Line managers and HR Manager
3. Raise awareness and build capacity around gender, equality and inclusion at Earthwatch Europe.	3.1 - Collate and communicate relevant toolkits and a bank of shared resources and guidance, to promote continued self-learning and development around EDI and gender issues within the organisation.	Dec 23	EDI Group and HR Manager
	3.2 - EDI goals to be shared on our organisational goals tracker, EDI updates to feature in every all-staff mission meeting, away day sessions to be organised	Dec 23 ongoing	EDI Group

## Section 2. ACTIONS TO PROMOTE GENDER EQUALITY 2022

Goal	Milestone	Dates	Responsible
4. Ensure Earthwatch Europe is an organisation that promotes gender equality in career progression, leadership and decision making.	4.1 - Implement plan to build a diverse board of Trustees	Dec 23 and ongoing	EDI Group and Trustees
	4.2 - Examine the external factors that could be affecting the recruitment of men into lower levels and women into senior positions	June 24	EDI working group
	4.3 - All working groups to define a fair and transparent process and criteria for deciding how employees join and contribute to these	April 24	Organisational working groups
	4.4 - Embed ongoing activities actioned last year across the organisation	Dec 23	All
5. Promote and strengthen an organisational culture that supports the health and wellbeing of our employees, and facilitate open and honest feedback	5.1 - Investigate the benefits of signing up to the menopause workplace pledge and taking associated actions	March 23 + ongoing	Wellbeing Champions
	5.2 - Establish and communicate a means for employees to provide ongoing feedback and suggestions around equality, diversity and inclusion at Earthwatch Europe (with anonymity if they prefer)	Dec 23	EDI Group
	5.3 - Embed ongoing activities actioned last year across the organisation	Dec 23	All

## Section 3. ACTIONS TO IMPROVE FUTURE SITUATION REPORTS AND ANALYSIS OF PROGRESS

In completing our initial situation report, key areas where Earthwatch Europe could introduce new data collection or improve current methods were identified. As such, the action plan below specifically outlines our specific goals for improving future situation reports, as well as to monitor the progress and potential impact of our actions.

Goal	Milestones	Date	Responsible
<b>D1. Improve current data collection processes and methodologies on agreed metrics.</b>	D1.1. Improved quality and reliability of absence data at Earthwatch (linked to actions 2.1,2.2,2.3)	Data to be reviewed in 2024	Employees, Line managers, HR Manager
	D1.2. Build in gender identity reporting methods into HR software (to include non-binary and other gender identities)	April 2024	HR Manager, System provider
	D1.3. Increase the accuracy and scope of data recording of paid for training activities (split by team / role level) (linked to action 4.3)	Start collating immediately for review in Dec 24	HR Manager, Exec leads, employees
	D1.4. Collect gender aggregated data on employees' main reason for leaving	Start collating immediately for review in Dec 24	HR Manager
	D1.5. Collect gender and career level aggregated data on flexible working arrangements.	Start collating immediately for review in Dec 24	HR Manager
<b>D2. Explore and implement infrastructure to support extending the metrics used in the gender equality plan.</b>	D2.1. Source and analyse current data and actions relating to gender dimensions in our research and teaching content to identify gaps, establish future methods and inform future action needed		EDI group, SPI teams members, Learning team members
	D2.2 Investigate costs and potential benefits of using an applicant tracking system in our recruitment processes, that can track equal opportunities data (as part of action 1.1)	October 2024	HR Manager, External expert
	D2.3. Assess whether equal opportunities monitoring should form part of the annual staff survey questions and future consultations	To be decided by Dec 2023	HR Manager, EDI group, Exec team
	D2.4. Investigate cost and benefits of building reporting mechanisms into our HR system for sex aggregated data around the caring responsibilities of our employees.	October 2024	HR Manager, System provider
	D2.5. Re-examine metrics proposed by the EU GEAR tool but not currently assessed in the Earthwatch Europe GEP. Rank metrics according to priority and create a SMART plan to address data gaps.	December 2023	EDI group, HR Manager

## Section 4. ACTIONS TAKEN TO IMPROVE GENDER EQUALITY

Goal	Milestone	Dates	Responsible
1. Identify and remove any barriers to greater equality and inclusion within our recruitment processes	1.1 - Equal opportunities and diversity statement to be included on all job adverts	Feb22 + ongoing	HR Adviser
	1.2 - All job descriptions to be checked using online tools to ensure language used is not biased towards male candidates	Feb 22 and ongoing	HR Adviser. Recruiting managers
2. Ensure our organisational Policies and Procedures Support Gender Equality and that they are understood and being consistently applied by all at Earthwatch Europe	2.1 - Update HR information pages on sharepoint for ease of access to all organisational policies, documents and information and regularly promote all types of parental leave to employees regardless of gender.	June 22	HR Adviser
	2.3 - Review associated policies and procedures and update where required.	May 22	HR Adviser
3. Raise awareness and build capacity around gender, equality and inclusion at Earthwatch Europe.	3.1 - Source and organise relevant all staff/organisational training on unconscious bias and equality, diversity and inclusion, that will form part of the mandatory minimum standard induction sessions for all staff	Sept 22	EDI Group and HR Adviser
4. Ensure Earthwatch Europe is an organisation that promotes gender equality in career progression, leadership and decision making.	4.1 - Put a plan in place to build a more diverse board of trustees	Sept 22	EDI Group and Trustees
	4.2 - Clarify and communicate our learning and development approach and process for requesting paid for training opportunities	April 22	HR Adviser
	4.3 - All employees to have agreed development objectives to support continuous progression	April 22 and ongoing	Line Managers and Executive Team
5. Promote and strengthen an organisational culture that supports the health and wellbeing of our employees, and facilitate open and honest feedback	5.1 - Train a selection of employees in mental health first aid and establish these individuals as a resource for the organisation	March 22 and ongoing	HR Adviser
	5.2 - Establish wellbeing champions within the organisation, including an Executive team representative, to lead on wellbeing activities, and introduce new initiatives to support good work-life balance	March 22 + ongoing	HR Adviser Wellbeing Champions
	5.3 - Training to be provided to all line managers on mental health awareness in the workplace	Sept 22	HR Adviser + External Provider



## Section 5. SITUATION REPORT

### GENDER BALANCE ORGANISATIONALLY AND IN LEADERSHIP AND DECISION MAKING

As of December 2022, Earthwatch Europe employs over twice the number of women as men (Table 1). This majority is not maintained at more senior levels within the organisation. Senior roles that have more influence on the direction of the organisation and responsibility for managing staff (Executive, Senior Manager, Consultant) have a more evenly distributed sex-ratio than less senior roles (Intern, Coordinator and Manger), and the board of trustees is over two-thirds male.

Role (number of people in role)	Male	Female
Trustee* (13)	69%	31%
Executive (7)	43%	57%
Senior Manager (18)	56%	42%
Consultant* (3)	67%	33%
Manager (19)	11%	89%
Coordinator (19)	11%	89%
Intern (0)	NA	NA
Total employees (63)	27%	73%

**Table 1:** Distribution of men and women by role at Earthwatch Europe as of December 2022. \* indicates roles that are not considered employees and therefore are not included in the overall staff sex ratio calculation..

Gender split was skewed female in all departments (Table 2). A change from last year where Business Development, Finance and Operations and the Executive were evenly represented by both genders or skewed slightly male.

Department	Male	Female
Programmes and Partnerships	13%	87%
Fundraising and Communications	17%	83%
Business Development	33%	67%
Finance and Operations	44%	56%
Science, Policy and Innovation	33%	67%
Executive	43%	57%

**Table 2:** Proportion of male and female employees at Earthwatch Europe across departments at end of 2022.

Twenty-seven members of staff hold people manager responsibilities at Earthwatch Europe of which 62% are female and 38% male, in line with the overall gender distribution at Earthwatch Europe, as opposed to that of senior roles which is nearly a 50:50 male:female (Table 1).

### Gender Pay-Gap Analysis

Earthwatch Europe used two methods to assess gender-pay gap within the organisation. The first follows the methodology set out by the UK government whereby the pay of all members of the organisation is split into equal quartiles, 1 being the lowest salaries in the organisation and 4 the highest (Table 3).

The second method reports salary at the level of the role (Table 4). Earthwatch Europe has chosen to perform the second method as we're a small organisation and can relatively easily perform gender-pay gap analysis at the level of role, thus comparing the pay gap analysis across roles that hold similar levels of responsibility, which may be more difficult for larger organisations. We are mindful in using this method, that other factors such as long-service and differences in role responsibility, complexity and skills required, within each broad level, can lead to there being roles that skew the results of the analysis towards one sex or another and so the data alone will not tell the full story. Both analyses were performed at the same time at the end of FY22 (September 2022).

Following the method of the UK Government, only quartile 4 was found to have a gender pay gap larger than the national average of 8.3% as of April 2022 (Office of National Statistics, 2022). The gender pay gap for quartiles 1, 2 and 4 are skewed female, a change from 2021 where the first 3 quartiles were skewed female. The highest quartile however was found to have a more marked gender pay-gap than other quartiles. This is potentially in agreement with national findings that gender pay-gap is more pronounced for individuals over 40 as opposed to under 40 years old, as individuals in the highest quartile are likely to have been in the workforce longer. Another contributing factor is that Earthwatch Europe has a male CEO whose level of responsibility is higher than the rest of the individuals in quartile 4.

Quartile	Male Average Monthly Salary (FTE)	Female Average Monthly Salary (FTE)	Salary Variance %
1	£0.00	£1,699.49	NA (no men in Q1)
2	£2,367.08	£2,519.53	6.05%
3	£3,269.07	£3,148.21	-3.84%
4	£5,050.36	£4,338.26	-16.41%

**Table 3:** Shows average monthly salary of male and female staff across 4 quartiles at September 2022

To understand if the national reporting methods employed above are also representative of role specific gender pay-gap, a further analysis was conducted (Table 4). Here, the average male salary was slightly higher in all role levels, a slight change from last year where the Manager role had no gender pay-gap. The largest gender pay-gap existed within the Assistant/Coordinator and Executive level roles. Whilst this seems to be consistent with national data, the removal of the CEO role takes the average salary variance of male to female pay at this level to -5.70%. Earthwatch Europe's second largest pay gap exists at coordinator level. Further analysis of the roles within this level showed 2 outlier roles were present (service length and technical skills required contributing to that). The removal of these 2 outliers removes the male gender from this category. Internal equity checks show that male and female staff are receiving equal pay for equal work within the organisation.

Role	Male Average Monthly Salary (FTE)	Female Average Monthly Salary (FTE)	Salary Variance %
Ass./Coordinator	£2,646.15	£1,937.36	-36.59%
Manager	£2,408.61	£2,534.10	4.95%
Senior Manager	£3,543.66	£3,547.69	0.11%
Executive	£5,514.89	£5,093.38	-8.28%

**Table 4:** Shows average monthly of male and female staff at the 4 broad role levels at Earthwatch Europe at September 2022

## Section 5. SITUATION REPORT

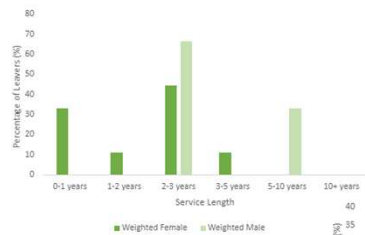
### GENDER-EQUALITY IN RECRUITMENT AND CAREER PROGRESSION

#### Recruitment and Service Length

Earthwatch Europe provides equality and fairness in our employment and recruitment procedures through ensuring all candidates have a fair and consistent process, only require skills and experience necessary for the role, using an online tool to check job descriptions for bias words or phrases, advertising flexibility in both hours and location where possible, keeping our online application process simple, advertising salary information, requiring a minimum of 2 on shortlisting and interviewing panels (to include at least 1 experienced recruiting manager), advertising roles across a variety of places and all salary offers to be agreed with HR to ensure fairness and maintain internal equity.

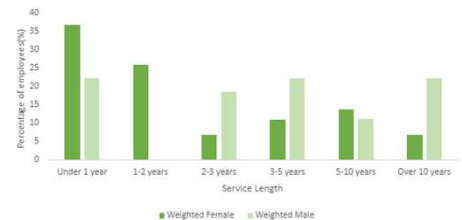
Earthwatch Europe does not use an applicant tracking system at present. As such, we do not have gender aggregated data on our recruitment process. This lack of available data is something we will look to improve as part of our action plan in section 2 (actions 1.1 and D2.2). Between January to December 2022 sixteen new members of staff joined Earthwatch Europe, spanning all levels including two Executives. Of the new recruits, twelve were female and four male.

Between October 2021 and September 2022, the median service length was 2-3 years for women and men (Figure 1), with 75% of the leavers being female and 25% being male – corresponding to the overall sex ratio of the organisation.



**Figure 1:** Length of time spent working at Earthwatch Europe by staff members who voluntarily left the organisation between October 2021 -September 2022. Gender is controlled for by calculating percentage of leavers for each gender rather than the total number of leavers.

Currently, the modal service length at Earthwatch Europe is less than 1 year with 31% of staff having been employed by the organisation since January 2022. Median service length for women is 1-2 years whilst for men it is 3-5 years (Figure 2).



**Figure 2:** Current staff service length at Earthwatch Europe. Gender is controlled for by calculating percentage of employees for each gender rather than the total number of employees.

#### EDI Staff Consultation

In November 2021 Earthwatch Europe conducted a staff consultation on Equity Diversity and Inclusion gaining 23 responses (43% of the organisation). Employees were asked how they felt Earthwatch Europe was doing in the area of 'Equality, Diversity and Inclusion in our Recruitment Processes' along a sliding scale where 0 represented 'Earthwatch Europe needs to greatly improve', 50 - 'Earthwatch Europe is okay', and 100 - 'Earthwatch Europe is already great in this area'. A third of respondents felt that Earthwatch Europe is doing less than okay (Figure 3) in this area with the average score being  $49.5 \pm 5.9$  (standard error).



**Figure 3:** Earthwatch Europe staff consultation results for the question: how is Earthwatch Europe doing in the area of Equality, Diversity and Inclusion in our Recruitment Processes? along a sliding scale where 0 represented 'Earthwatch Europe needs to greatly improve', 50 - 'Earthwatch Europe is okay', and 100 - 'Earthwatch Europe is already great in this area'. 23 responses were gathered representing 43% of the organisation.

#### Career Progression and Training

To date, only limited information has been collected on the various learning and development activities and opportunities provided to and taken up by Earthwatch Europe staff. In the last 12 months, all staff training has been provided on topics including: presenting virtually, inherent bias, Earthwatch Europe internal systems and processes (such as budgeting, CRM, and risk management). These are provided through either trained providers or by Earthwatch staff members. All were conducted online and where appropriate recorded to maximise access to these training sessions for all staff. All staff training attendance mirrored that of the organisational make-up.

In the last year, individual paid-for training was provided to around 34% of the organisation, all of whom were women. Data on individual paid-for training is reliant on Executive leads and individuals recording and coding this accurately throughout the year. It does not include paid-for training required for specific roles including safeguarding, risk management, physical and mental first aid, and fire marshals. While data isn't currently available for analysis at team level. Overall, only the Communications and Fundraising team made training available to more than 50% of their employees.

Career Advancement	Female	Male	% of organisation
In role hired into	31	10	65%
Intern → Coordinator/Assistant	4	1	8%
Coordinator → Manager	3	1	6%
Manager → Senior Manager	6	4	16%
Senior Manager → Exec Lead	2	1	5%

Stretch roles are offered to individuals as progression opportunities when there is an organisational need and as acknowledgement that the member of staff is ready for more responsibility. Two members of staff have taken on stretch roles at Earthwatch Europe in 2022, both female.

35% of our total staff at Earthwatch are in roles they were promoted into (Table 4). Of those in roles they were promoted into, 68% were female, and 32% were male. Across all levels men were slightly more likely to be promoted (41% of men vs 33% of women, as weighted by proportion of men and women in the organisation).

**Table 4:** Most recent career advancement taken by current staff at Earthwatch Europe. Percentage indicates the proportion of the total organisation at end of 2022.

#### Staff survey

In the 2022 annual staff survey, over 80% of those that took part agreed or strongly agreed with the statement 'in the last 12 months I have had opportunities to learn and develop', up almost 12% from last year.

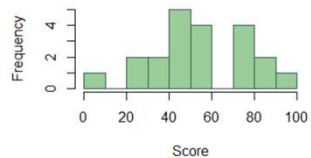
## Section 5. SITUATION REPORT

### TRAINING AND CAPACITY BUILDING AROUND GENDER EQUALITY

Earthwatch has provided an all-staff session on unconscious bias, and the same training has been integrated into our standard employee induction programme, and attendance of such training is mandatory for new employees.

#### EDI Staff Consultation

In the November 2021 staff consultation on Equity Diversity and Inclusion, employees were asked how they felt Earthwatch Europe was doing in the area of 'gender equality at Earthwatch Europe' along a sliding scale where 0 represented 'Earthwatch Europe needs to greatly improve', 50 - 'Earthwatch Europe is okay', and 100 - 'Earthwatch Europe is already great in this area'. Here, 78% of respondents scored Earthwatch as doing okay or better (Figure 4) with an average score of  $56.6 \pm 5.1$  (standard error).



**Figure 4:** Earthwatch Europe staff consultation results for the question: how is Earthwatch Europe doing in the area of gender equality? along a sliding scale where 0 represented 'Earthwatch Europe needs to greatly improve', 50 - 'Earthwatch Europe is okay', and 100 - 'Earthwatch Europe is already great in this area'. 23 responses were gathered representing 43% of the organisation.

When given opportunity to provide comment on gender equality at Earthwatch Europe, these were for the most part positive, and no particular inequality or disadvantage in this area was highlighted by individuals.

### MEASURES AGAINST GENDER-BASED VIOLENCE INCLUDING SEXUAL HARASSMENT

Earthwatch Europe deplores all forms of violence and harassment and seeks to provide a working environment which is free from harassment and intimidation and where people have the confidence to complain of harassment without fear of ridicule or reprisal.

Our policy, approach, and procedures are detailed in our employee handbook and in the following organisational policies:

- Equal opportunities and dignity at work policy
- Harassment policy
- Grievance and disciplinary procedures
- Whistleblowing policy
- Safeguarding Policy

### WORK-LIFE BALANCE AND ORGANISATIONAL CULTURE

**Flexible Working** Following temporary agreements put in place during the pandemic, in late 2021, Earthwatch Europe updated their homeworking policy allowing staff more flexibility in their working hours and location, and also introduced the option for full time employees to take up a 32-hour week, providing the opportunity to reduce working hours with a minimal pay decrease. Of the 46% of Earthwatch Europe staff who now work part-time **80% are female**. Of the employees that work full-time 62% are female and 38% male.

**Parental Leave** Earthwatch Europe fulfills its statutory obligations in relation to paid and unpaid leave for parents. All women must take a minimum of 2 weeks maternity leave immediately after the birth of a child. Men/partners are entitled to up to 2 weeks paternity leave. Parents can choose to take up shared parental leave (sharing up to a total of 50 weeks between them). All parents are entitled to request up to 4 weeks per child per year of unpaid parental leave.

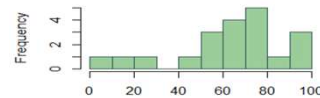
Over the last 3 years (January 2019-December 2021) 2 male employees took paternity leave and 1 took shared parental leave whilst 11 women took maternity or adoption leave, 1 also took shared parental leave and 1 took unpaid parental leave. Of the 11 female staff members taking maternity leave during this period, only 2 (18%) chose not to return to work following their leave.

**Sick Leave** Earthwatch Europe has a compassionate approach to illness, and offers occupational sick pay above statutory sick pay provisions, to reduce financial worry for employees who may be unwell and unable to work. This benefit increases with service length.

Employees are encouraged to take the time they need to recover from illness, before returning to work and we offer flexible working arrangements so that medical and dental appointments can be attended even if they are only available during working hours. Where possible, we will work with employees to make any reasonable adjustments to facilitate their return to work following a period of illness or injury.

While we do encourage all employees or their managers to record sickness absences, we do not require a reason to be stated. Despite this, data on staff sickness is limited and recorded significantly more consistently within certain teams. The data that we do have suggests that men and women both record an average of 2 days per sickness instance. Women accounted for 82% of the instances recorded, which is higher than the overall proportion of women within the organisation, but consistent with the proportions of the teams known to record instances more consistently.

**EDI staff consultation** In the November 2021 staff consultation on Equity Diversity and Inclusion 22 employees answered how they felt Earthwatch Europe was doing in the area of 'Ensuring Earthwatch Europe is a place where individuality is embraced and everyone has the opportunity to thrive'. Responses were gathered along a sliding scale where 0 represented 'Earthwatch Europe needs to greatly improve', 50 - 'Earthwatch Europe is okay', and 100 - 'Earthwatch Europe is already great in this area'. Here, 85% of respondents felt Earthwatch was doing okay or better in this area (Figure 5) and the average score was  $65.3 \pm 5.9$  (standard error).



**Figure 5:** Earthwatch Europe staff consultation results for the question: how is Earthwatch Europe doing in the area of ensuring that Earthwatch Europe is a place where individuality is embraced and everyone has the opportunity to thrive? along a sliding scale where 0 represented 'Earthwatch Europe needs to greatly improve', 50 - 'Earthwatch Europe is okay', and 100 - 'Earthwatch Europe is already great in this area'. 22 responses were gathered representing 41% of the organisation.

**Staff Survey** Overall, the response was a positive one across the majority of areas, with over **75%** of employees agreeing to all statements except 'In Earthwatch Europe we work effectively across teams and functions to get the job done'. Scores were higher across all metrics than in 2021, except for 'I have the materials and equipment I need to do my work'. As such, in 2022, staff at Earthwatch Europe feel more valued, supported, respected, cared about, treated with fairness, comfortable being themselves at work, can be honest and open, would recommend Earthwatch as an employer and have had opportunities to learn and develop in the last 12 months, than they did last year. Earthwatch will continue to strive to maintain high levels of agreement with the staff strive statements as an organisation.

## Section 6. REFERENCES

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